**NORTHERN LIGHTS COLLEGE EDUCATION COUNCIL**  
Meeting to be held March 25, 2020 at 1:15pm  
Dawson Creek – Regional Board Room  
Fort St John – Room 2116  
Fort Nelson – Dial In  
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**AGENDA**  
Acknowledgement:  
It is a privilege to honor the many nations participating in our college community and to thank you for sharing your traditional lands with us. All my relations.

1. Adoption of Agenda F. Rashid
2. Adoption of Minutes February 26, 2020 F. Rashid



1. Action List Review F. Rashid



**Decision**

1. Aircraft Mechanic Basics M. Heartt

\*Documents to come by Email at a later date

Motion: *THAT the Education Council approves* *the* *new Program Information and Completion Guide for Certificate in Aircraft Mechanic Basics.*

1. Aircraft Maintenance Technician M. Heartt  
    \*Documents to come by Email at a later date

Motion: THAT *the* *Education Council approves* *the* *revised Program Information and Completion Guide for Aircraft Maintenance Technician Diploma.*

1. Automotive Service Technician Foundation M. Heartt  
   

Motion: THAT *the* *Education Council approves* *the* *revised Program Information and Completion Guide for the Auto Service Technician Foundation program, and the revised course outlines for ASTF 101 and ASTF 150.*

1. Heavy Mechanical Trades Foundation M. Heartt  
   

Motion: THAT *the* *Education Council approves* *the* *revised Program Information and Completion Guide for Heavy Mechanical Trades Foundation program, the revised Course Outlines HMTF 101, HMTF 150 and the new Course Outline HMTF 155.*

1. Millwright Foundation M. Heartt  
   

Motion: THAT *the* *Education Council approves* *the* *revised Program Information and Completion Guide for the Millwright Foundation program, and the revised course outlines MILL 100 and MILL 160.*

1. Welder Foundation M. Heartt  
   

Motion: THAT *the* *Education Council approves* *the* *revised Program Information and Completion Guide for the Welder Foundation program, and the revised course outline WELF 101.*

10. Advanced Certificate Culinary Arts Program M. Heartt  


Motion: THAT *the Education Council approves the* *new Program Information and Completion Guide for the Advanced Certificate Culinary Arts program and the new Course Outline PCOI 290.*

**Subcommittee Standing Reports**

1. Education Policy Subcommittee L. Sprinkle
2. Curriculum Subcommittee A. Holloway
3. Admissions and Standards Subcommittee M. Bedell

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**Information/Discussion**

1. 2020-21 NLC Budget Presentation A. Graff
2. DRAFT Academic Integrity Policy L. Sprinkle  
     
   \*Note that the Appendices and the TOR are procedural pieces and are to be refined and maintained by the Standing Committee in the form of appendices and best practices documents. These do not contain content which necessarily belongs inside the Policy document, but in the supporting documents maintained by the Committee. Training for Chairs and Standing Committee members will be based on those documents of reference.
3. Continuing Education T. Donnelly  
   \*all Course Outlines can be found on D2L

CE CT19 Introduction to InDesign CC

CE CT20 Microsoft Office 2016 Value Suite

CE CT21 Introduction to Microsoft Excel 2019 - Office 365

CE CT22 Introduction to Microsoft Word 2010

CE HW33 Young Yoga Masters: Themes and Dreams Yoga Teacher

CE HW34 Applied Suicide Intervention Skills Training (ASIST)

CE PD20 Northern Health: Violence Prevention workshop

CE PD21 Keep.Me.Safe: Staff workshop

\*Reminder: Chair and Vice-Chair elections are held at the April Education Council meeting.

Next Meeting – April 22nd, 2020

Adjournment

BLUEJEANS Meeting Code – **232 194 969**